

Legislator University

GSC 102
Vocabulary of the Budget





General Appropriations Act

The General Appropriations Act (GAA) contains the authorization of the Legislature for the expenditure of amounts of money by an agency, the judicial branch, or the legislative branch for stated purposes in the performance of the functions it is authorized by law to perform.

Ch. 2020-111

LAWS OF FLORIDA

CHAPTER 2020-111

House Bill No. 5001

An act making appropriations; providing moneys for the annual period beginning July 1, 2020, and ending June 30, 2021, and supplemental appropriations for the period ending June 30, 2020, to pay salaries, and other expenses, capital outlay - buildings, and other improvements, and for other specified purposes of the various agencies of state government; providing effective dates.

Be It Enacted by the Legislature of the State of Florida:

The moneys contained herein are appropriated from the named funds for Fiscal Year 2020-2021 to the state agency indicated, as the amounts to be used to pay the salaries, other operational expenditures, and fixed capital outlay of the named agencies, and are in lieu of all moneys appropriated for these purposes in other sections of the Florida Statutes.

An **appropriation** is the legal authorization to make expenditures for specific purposes authorized by law. An appropriation is different from an expenditure, which is the actual payment for goods or services and requires cash in order to be made.

A **supplemental appropriation** is a specific appropriation made in a policy bill.

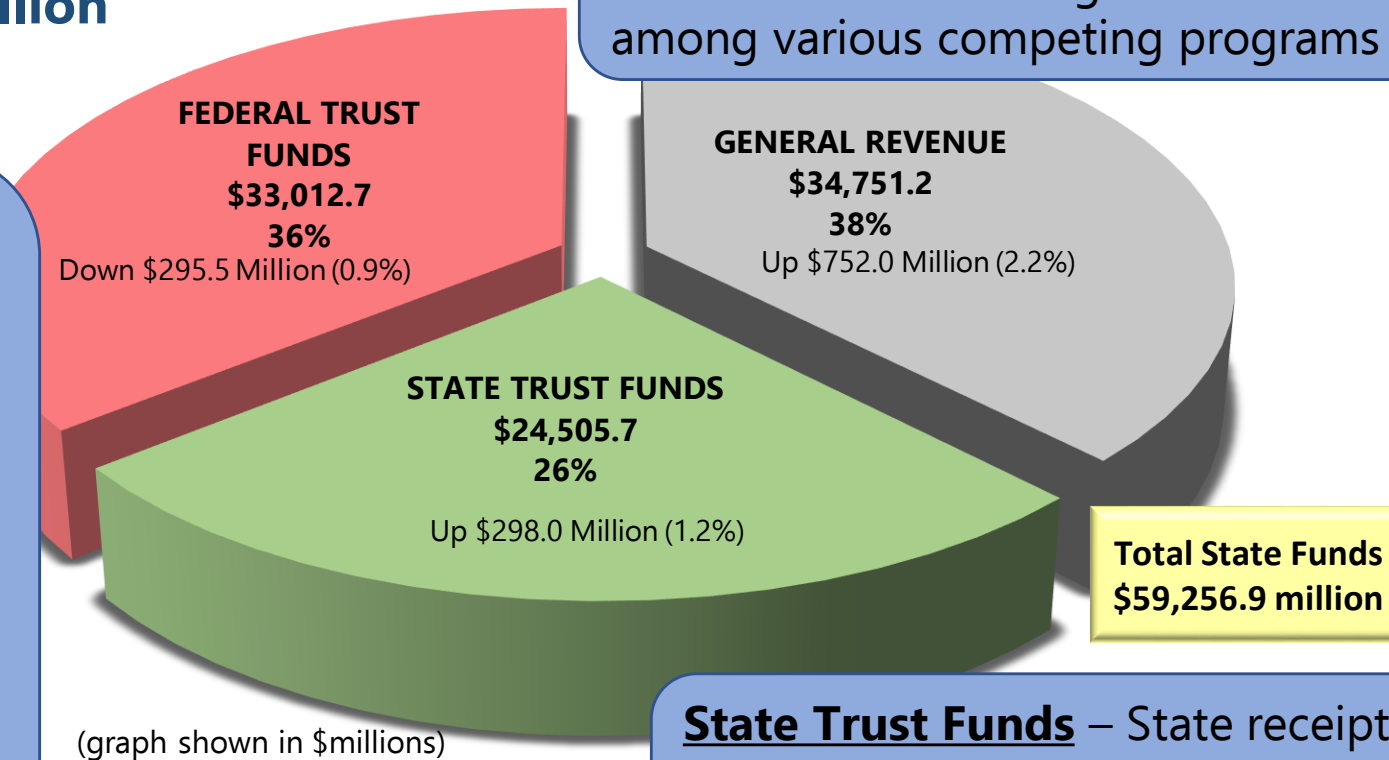


Fiscal Year 2020-21 Actual Appropriations by Fund Source

\$92.3 Billion

Federal Trust Funds –

Restricted program revenues from the federal government. Typically, there is almost no discretion in how these funds are spent – uses are specified by the governing federal grant or program.



General Revenue Fund – State receipts from all sources, except monies deposited into trust funds. These revenues are available to the Legislature for any use and are allocated among various competing programs and priorities.

State Trust Funds – State receipts that are designated for a specific purpose by law. The Legislature may change the law to allocate these funds for a different purpose.



GOAL = Balanced Budget

The Florida Constitution requires the state to defray expenses of the state for

Unallocated General Revenue is the working capital balance of the state and consists of moneys in the General Revenue Fund that are in excess of the amount needed to meet General Revenue Fund appropriations for the current fiscal year.

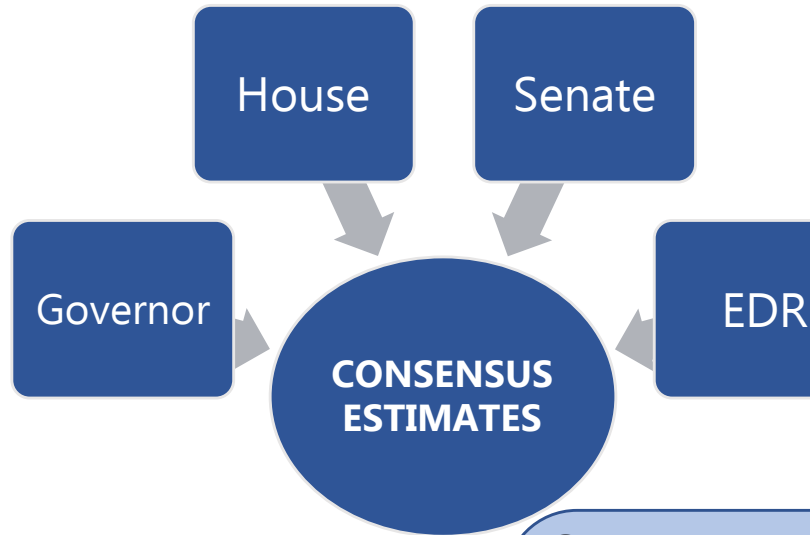
The Budget Stabilization Fund must retain an amount equal to at least 5 percent, but not more than 10 percent, of the last completed fiscal year's net revenue collections for the General Revenue Fund. Funds can only be withdrawn to cover revenue shortfalls of the General Revenue Fund or to provide funding for an emergency as defined by general law. Withdrawals from the fund must be repaid.



Reserves – Resources that are not appropriated for expenditure. The State of Florida's reserves are composed of Unallocated General Revenue, the Budget Stabilization Fund, and the Lawton Chiles Endowment Fund.



Consensus Estimating Conferences



KEY ESTIMATES DEVELOPED BY CONFERENCES

The **Office of Economic and Demographic Research (EDR)** is a research arm of the Legislature principally concerned with forecasting economic and social trends that affect policy making, revenues, and appropriations.

Medicaid, Public Schools, Bright Futures, Prison Population, Temporary Assistance for Needy Families.

- Estimating conference develops official information for the purposes of the state and budgeting process.
- Adopted estimates require the unanimous consent of all the principals.

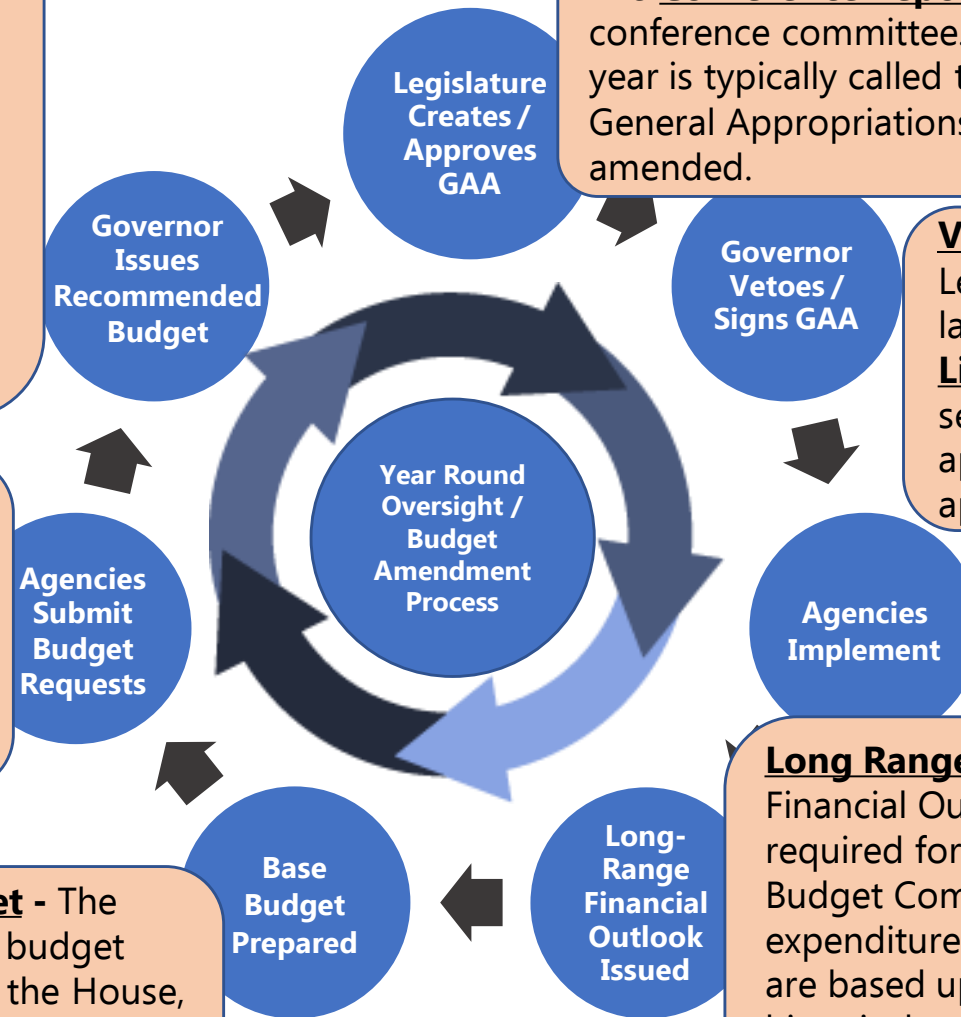
Consensus Estimating Conferences – An umbrella term designating a group of conference bodies, whose makeup consists of representatives from legislative staff, representatives from the Governor's Office, and designees from various state agencies, which meet to develop caseload or workload data and revenue projections to assist in the budgeting and appropriations process.

The Budget Process

The **Governor's Recommended Budget** is the Governor's recommendations for operating and fixed capital outlay appropriations for each state agency and the judicial branch for the next fiscal year. The recommended budget must be balanced based on the Governor's own conclusions and judgment. The recommended budget must be furnished to the Legislature at least 30 days prior to the annual legislative session.

A **Legislative Budget Request** (LBR) is a request to the Legislature for the amounts of money an agency or the judicial branch believes will be needed for the performance of the functions that it is authorized, or which it is requesting authorization by law, to perform.

Base Budget or Consensus Base Budget - The starting point or baseline for each year's budget that is agreed upon by staff members of the House, Senate, and Governor's Office. The base budget is a calculation that reflects the current year appropriations minus nonrecurring issues plus annualized issues, as adopted by the Legislature.



The **Conference Report** is the final product of a conference committee. The budget that is approved each year is typically called the Conference Report on the General Appropriations Act.. Conference reports cannot be amended.

Veto - Objection by the Governor to an act by the Legislature, which kills the act unless it is reenacted later by a two-thirds vote of both houses.

Line Item Veto - Power of the Governor to selectively veto items in a GAA or any specific appropriation in a substantive act containing an appropriation.

Long Range Financial Outlook - The Long-Range Financial Outlook, or three-year plan, is a constitutionally required forecast that is issued annually by the Legislative Budget Commission. It is comprised of both revenue and expenditure estimates over a three-year period. Estimates are based upon estimating conference results and recent historical experience. Expected revenues minus expected expenditures yield either a surplus or deficit for each of the three forecasted years.



Committee Spreadsheet Example

LINE #	ISSUE #	ISSUE TITLE	Conference Final			
			FTE	TOTAL GR	RECUR GR	TRUST FUNDS
129	DEPARTMENT OF JUVENILE JUSTICE					
130	START-UP (Recurring continuation of current law and policy)		4,730.00	406,532,479	406,532,479	192,202,959
138C	1600240	INCREASED BUDGET AUTHORITY FOR FEDERAL GRANTS				1,603,924
140	2503080	DIRECT BILLING FOR ADMINISTRATIVE HEARINGS		1,031	1,031	
141	3002020	ENHANCE INFORMATION SHARING		186,858	186,858	
142	3200100	REDUCTION OF EXCESS BUDGET AUTHORITY	(1.00)			(1,883,077)
147	33B0540	ELIMINATE DETENTION BED CAPACITY AT UNDERUTILIZED FACILITIES	(199.00)	(1,646,010)	(1,646,010)	(7,818,765)
148	33G0020	REDUCE REGIONAL MANAGEMENT	<div>A recurring appropriation is for the purpose of paying obligations for a program that is expected to continue on an ongoing basis.</div> <div>In contrast, a nonrecurring appropriation is for the purpose of paying one-time obligations for a specific project or purpose.</div>			
149	33G0030	MIDDLE MANAGEMENT REDUCTIONS				
151	33V0470	REDUCE DETENTION BED CAPACITY				
152	33V1620	VACANT POSITION REDUCTIONS				
154B	33V1010	REDUCE RESIDENTIAL SERVICES				
155	33V8020	ELIMINATE RESIDENTIAL SERVICES				
156	33V8030	REDUCE FUNDING FOR PROBATION				
159	3300310	REDUCE NON-SECURE BED CAPACITY				
160	3300320	REDUCE SECURE BED CAPACITY				
162	3309000	REDUCE UNFUNDED GRANTS AND DONATIONS TRUST FUND BUDGET AUTHORITY				
163	5001270	ELECTRONIC MONITORING FOR MISDEMEANANT YOUTH		250,000	250,000	
164	5001390	EXPAND PROBATION, PREVENTION AND INTERVENTION PROGRAMS TO OFF-SET BED REDUCTIONS		5,149,601	5,149,601	
165	5001395	FLORIDA BOYS AND GIRLS CLUBS - GANG PREVENTION THROUGH TARGETED OUTREACH		1,700,000	500,000	
166	5001410	YOUTH VIOLENCE PREVENTION PROGRAM				
167	5008080	YOUTH JOBS PILOT PROJECT		1,000,000	1,000,000	
168	5500110	GRANTS FOR FISCALLY CONSTRAINED COUNTIES - DETENTION CENTER COSTS		4,632,618	4,632,618	
169	990M000	MAINTENANCE AND REPAIR		300,000	300,000	
172	TOTAL: DEPARTMENT OF JUVENILE JUSTICE		4,128.50	369,450,876	368,250,876	166,158,427

A **recurring appropriation** is for the purpose of paying obligations for a program that is expected to continue on an ongoing basis.

In contrast, a **nonrecurring appropriation** is for the purpose of paying one-time obligations for a specific project or purpose.

Conforming Bill? Implementing Bill?



Implementing Bill

An implementing bill is a policy bill that makes temporary changes to law—for one fiscal year only—to implement funding decisions or conditions made in the GAA. The implementing bill is intended to include only provisions that relate to specific funding in the GAA.

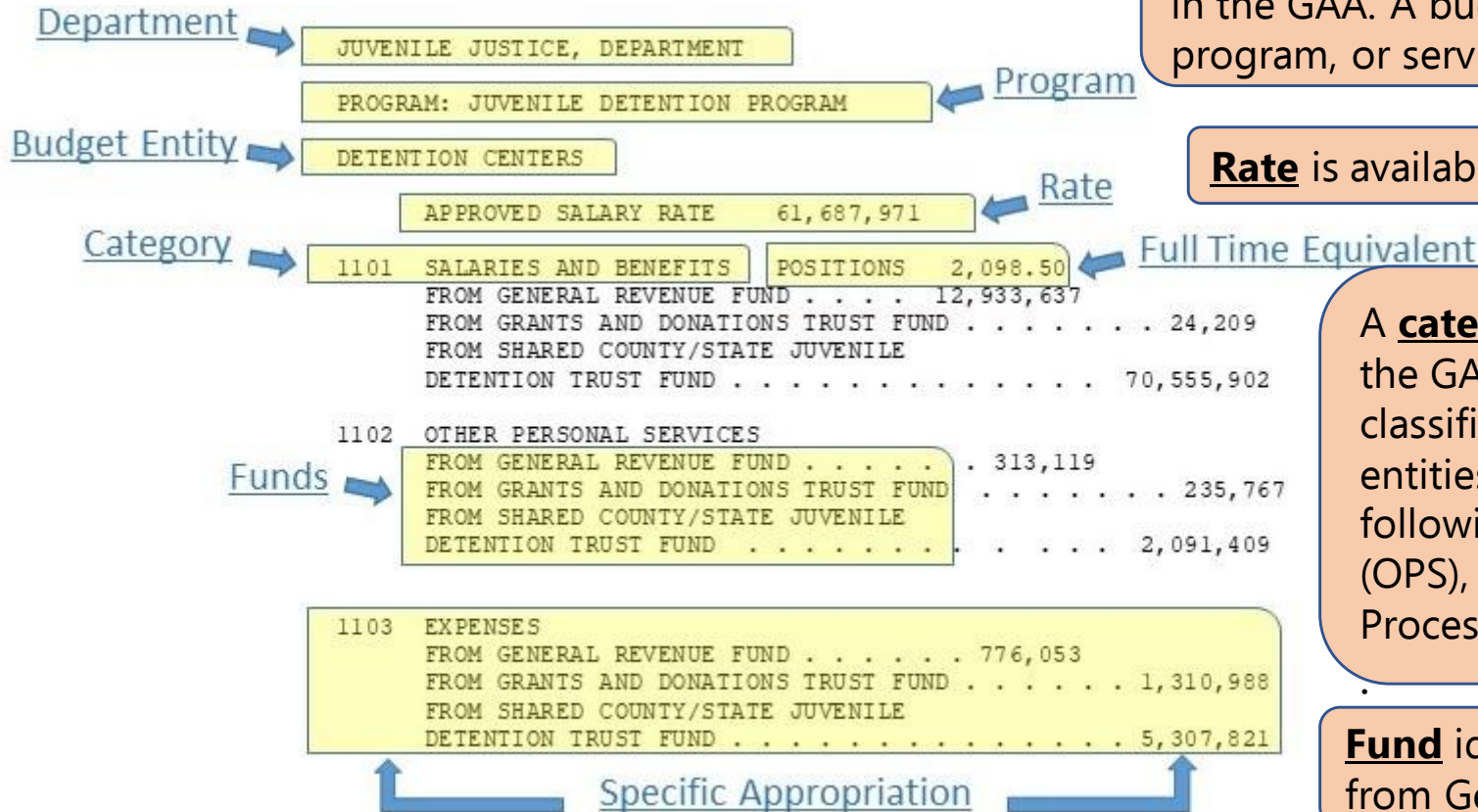


Conforming Bill

A conforming bill is a policy bill that amends the Florida Statutes to conform to a GAA. These bills provide policy law changes of a permanent nature to implement a budget decision. The bills differ from the Implementing Bill, which makes temporary law changes effective only for one year, and from proviso language that limits specific appropriations.



GAA Example



Budget Entity is a unit or function which represents the organization to which funds are specifically appropriated in the GAA. A budget entity can be a department, division, program, or service.

Rate is available FTE salary, not including benefits

A **category** is the lowest level line-item of funding in the GAA, which represents a major expenditure classification of the budget entity. Within budget entities, the categories very commonly used include the following: Salaries and Benefits, Other Personal Services (OPS), Expenses, Operating Capital Outlay (OCO), Data Processing Services, and Fixed Capital Outlay (FCO).

Fund identifies the appropriation as being funded from General Revenue or a trust fund.

A **specific appropriation** (often called a line item) is a numbered line in the GAA that provides an appropriation.



GAA Example - Proviso

1466 SPECIAL CATEGORIES
CITRUS RESEARCH
FROM AGRICULTURAL EMERGENCY
ERADICATION TRUST FUND 8,000,000

The funds provided in Specific Appropriation 1466 shall be transferred to the Citrus Research and Development Foundation, Inc. to conduct, or cause to be conducted, research projects on citrus disease, pursuant to section 581.031(32), Florida Statutes.

From the funds in Specific Appropriation 1466, \$3,000,000 in nonrecurring funds is provided to the Citrus Research and Development Foundation to issue a request for proposal to conduct large scale scientific research field trials to demonstrate the impact of utilizing a combination of management and therapeutic tools for new plantings, including, but not limited to, grove design, planting preparation, pest management, and post planting production practices to promote increased production of citrus.

From the funds in Specific Appropriation 1466, the Citrus Research and Development Foundation shall hold quarterly public meetings at locations

Proviso is language in the GAA that qualifies or restricts a specific appropriation and which can be logically and directly related to the specific appropriation.



GAA Example – Back of the Bill

SECTION 11. The unexpended balance of funds provided to the Department of Education for the Gardiner Scholarship Program in Specific Appropriation 110 and section 15 of chapter 2019-115, Laws of Florida, shall revert and is appropriated for Fiscal Year 2020-2021 to the Department of Education for the same purpose. The funds shall be 100% released to the Department of Education at the beginning of the first quarter of the fiscal year.

SECTION 12. The unexpended balance of funds provided to the Department of Education for the Community School Grant Program in Specific Appropriation 112A of chapter 2019-115, Laws of Florida, shall revert and is appropriated for Fiscal Year 2020-2021 to the Department of Education for the same purpose.

SECTION 13. The unexpended balance of funds provided to the Department of Education for the Preschool Emergency Alert Response Learning System (PEARLS) in section 16 of chapter 2019-115, Laws of Florida, shall revert and is appropriated for Fiscal Year 2020-2021 to the department for the same purpose (Senate Form 2569).

SECTION 14. The nonrecurring sum of \$5,240,750 from the Child Care and Development Block Grant Trust Fund is appropriated to the Office of Early Learning for Fiscal Year 2019-2020 for the Supplemental Disaster Relief Funds for Child Care program. Any unexpended balance of funds appropriated in this section shall revert after June 30, 2020, and is appropriated to the office for Fiscal Year 2020-2021 for the same purpose. This section is effective upon becoming law.

Back of the Bill – The sections in the back of the GAA that follow the seven program area sections required by the Florida Constitution. The back of the bill begins with section 8 and typically contains instructions for implementing any salary and benefit adjustments provided in the bill; appropriations for the current fiscal year; reversions of prior year and current year unused appropriations; authorization for current year budget amendments; and authorization for trust fund transfers to the General Revenue Fund.



What is an Appropriations Project?

An Appropriations Project is any appropriation or proviso that is for...

- a specifically named local government, private entity, or privately operated program;
- a transportation facility that is not in the DOT's 5-Year Work Program;
- an education fixed capital outlay project that was not recommended by the Board of Governors or the State Board of Education;
- a local water project; or
- a specified program, research initiative, institute, center or similar entity at a specific state college or state university, that was not recommended by the Board of Governors or the State Board of Education.

An Appropriations Project does not include an appropriation that...

- is specifically authorized by statute;
- is part of a statewide distribution to local governments; or
- was recommended by a commission, council, or other similar entity created in statute to make annual funding recommendations, not to exceed the amount recommended by the entity.

House Rule 5.14
Joint Rules 2.2 & 2.3



Appropriations Project Request Form

The Florida House of Representatives Appropriations Project Request - Fiscal Year 2021-22 For projects meeting the definition of House Rule 5.14

Only Members of the Florida House of Representatives can officially submit an Appropriations Project Request
Your request will not be officially submitted unless all questions and applicable sub parts are answered. The information provided in the request will be posted on the House website and available for public review if an Appropriations Project Bill is filed by a Representative.

1. **Title of Project:**
2. **Date of Submission:**
3. **House Member Sponsor:**
4. **Details of Amount Requested:**
 - a. Has funding been provided in a previous State budget for this activity? ☐ Yes ☐ No
 - b. What is the most recent fiscal year the project was funded?
 - c. Were the funds provided in the most recent fiscal year subsequently vetoed? ☐ Yes ☐ No
 - d. Complete the following Project Request Worksheet to develop your request.

FY:	Input Prior Year Appropriation for this project for FY 2020-21 (If appropriated in FY 2020-21 enter the appropriated amount, even if vetoed.)		Develop New Funds Request for FY 2021-22 (Requests for additional RECURRING funds in Column E are prohibited.)			
Column:	A	B	C	D	E	F
Funds Description	Prior Year Recurring Funds	Prior Year Nonrecurring Funds	Total Funds Appropriated	Recurring Base Budget	Additional Nonrecurring Request	TOTAL Nonrecurring plus Recurring Base Funds
Input Amounts			0	0		0

A House Member must submit an **appropriations project request form** containing detailed information about the proposed project for which an appropriation is being requested. A completed request form must be submitted before an appropriations project bill can be drafted.

An appropriations project must be included in either the House or Senate budget in order to be eligible for funding in the Conference Report on the General Appropriations Act.

Where To Go For

Hoping for even **more** appropriations terms? Just let us know and we will be happy to send you a glossary for a specific area.



Appropriations Committee (850) 717-4810 221 The Capitol

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Helpful Budget Links

<https://myfloridahouse.gov/budget/2021>
<https://myfloridahouse.gov/Sections/Appropriations/projects.aspx>